
Please Note: Complex or two-story additions cannot be completed at the public front counter and must be submitted for residential plan check

1. () Provide two (2) complete sets of plans which clearly show all proposed construction. The plans must be signed by the designer or the party who prepared the plans. The plans must be drawn to scale as indicated.

PLAN CONTENT

2. () **Site Plan:** Show all lot dimensions and the location of all existing and proposed structures. Dimension the distances to property lines and all detached structures.
3. () **Dimensioned Floor Plan:** Specify the use of the proposed addition; i.e., bedroom, den, etc. Show all areas of existing residence adjacent to proposed addition that may be affected by construction of the addition. Indicate portions of existing residence to be altered or removed.
4. () **Exterior Elevations (North, South, East and West):** Specify roof pitch, roof covering, exterior wall finish, window and door locations, etc.
5. () **Dimensioned Foundation Plan:** Show location of all footings. Provide foundation details showing plate anchorage, footing dimensions, wood to earth separation, etc.
6. () **Roof Framing Plan:** Specify size, spacing, direction of framing, and grade of lumber for all roof members. Clearly indicate support of all members (bearing wall and beam locations) Specify roof sheathing and nailing requirements.
7. () **Electrical Plan:** Specify: the location of all outlets, light fixtures and switches; size of existing electrical service panel to verify that it can handle the additional load.
Note: *Electrical may be included on Floor Plan.*
8. () **Section Drawing:** Provide section cut throughout the proposed addition and area where it connects to existing structure. Specify the following items on the drawing:
 - a) rafter size and spacing
 - b) ridge size, collar tie size and spacing
 - c) double top plate
 - d) stud size and spacing
 - e) pressure-treated sill plate
 - f) footing size and anchor bolt requirements
 - g) exterior and interior wall finishes
 - h) insulation requirements
9. () Comply with current Energy Requirements for residential additions/alterations. Provide completed CF-1R Forms, signed by the designer or building owner.